

EDUCATION

2015 to 2017

Master of Public Policy and Administration
University of Nevada, Reno
Reno, NV

2009 to 2012

Bachelor of Arts in International Affairs
Minors: Economic Policy and Spanish
University of Nevada, Reno
Reno, NV

2011

Spanish Language and Culture
Universidad Nacional
Heredia, Costa Rica

RELATED SKILLS

- Policy Analysis
- Community Development
- Public Speaking
- Capacity Building
- Program Development
- Management
- Leadership
- Proficient Spanish

INVOLVEMENT

- RPIC Region IX Board of Directors (2019-present)
- Affordable Housing Management Association (AHMA) - Legislative and Regulatory Affairs Committee (2017-Present)
- Enterprise Community Leadership Working Group (2018-2019)
- Agency Staff of the Year Award (2017)-AHMA
- Reno Citizens Institute (RCI) Graduate (2016)

EXPERIENCE

Feb 2019 – Present

NEVADA COMMUNITY ACTION ASSOCIATION

Executive Director

- Leads the statewide association of twelve Community Action Agencies (CAA).
- Develops and implements a strategic direction for the organization.
- Ensures execution of decisions made by Board of Directors.
- Obtains and manages revenue sources.
- Advocates on behalf of low-income families and CAAs.
- Provides & coordinates training/technical assistance to CAAs.
- Acts as primary representative of the Association to the community.
- Administers the development, implementation, monitoring and evaluation of all grant applications and contracts.

Mar 2015 – Feb 2019

WASHOE AFFORDABLE HOUSING CORPORATION

- Directed the operational activities of the non-profit organization including the oversight and monitoring of various affordable housing programs throughout Nevada.
- Managed revenue of roughly \$25 million annually.
- Built community partnerships to promote economic self-sufficiency for disadvantaged populations.
- Identified and maintained funding sources for organizational activities.
- Participated in various policy and community committees.
- Advocated for housing programs and regulatory reform.
- Designed and implemented strategies to reduce homelessness and expand housing opportunities.

Jan 2012 – Feb 2015

RENO HOUSING AUTHORITY

Housing Specialist- May 2013 – Feb 2015

- Managed a caseload of over 450 families receiving housing assistance through the Housing Choice Voucher program.
- Assisted in implementation of new housing policies aimed at economic self-sufficiency, including Moving to Work activities.
- Conducted orientation briefings for new families and client meetings in both Spanish and English.
- Temporarily managed two Public Housing complexes totaling over 100 units of housing, working with diverse resident populations and organizations.

Research Assistant- Jan 2012 – Apr 2013

- Conducted housing policy research for new economic self-sufficiency initiatives.